INPUT

1280 Villa Street, Mountain View, CA 94041-1194 (415) 961-3300
Telex 171407 FAX (415) 961-3966

September 20, 1989

Mr. Tom Strobe
Credit Manager
HYATT REGENCY SAN FRANCISCO
5 Embarcadero Center
San Francisco, CA 94111

Dear Mr. Strobe:

I am following up on your telephone conversation with Sheila Collins today. Please find enclosed our check for $2,500 in settlement of the disputed conference cancellation fee.

I would also like to thank you for your help in making this settlement acceptable, and also to accept your offer to credit INPUT with $5,000 towards any subsequent conference (of over 30 people) we may hold at the Hyatt Regency.

We will be reviewing our 1990 conference schedules in the next few months, and I will bring this credit position to the attention of our conference organizers.

Thank you again for your help.

Yours sincerely,

Patricia Cunningham
Vice President

PC:aj

Attachment

cc: Christine Carter
Conference Coordinator

INPUT
1280 Villa Street, Mountain View, CA 94041-1194 (415) 961-3300
Telex 171407 FAX (415) 961-3966

FAX TRANSMITTAL FORM

DESTINATION: HYATT REGENCY

FAX NUMBER: 4159897448

ATTENTION: TOM STROBE - CREDIT MGR.

Telephone Number/Location

NUMBER OF PAGES: 1 OF 1

Confidential: (Yes) No

Urgent (Yes) No

DESCRIPTION: WITH REGARD TO CANCELLATION OF CONFERENCE PLANNED IN JAN-85 FOR JUNE 89. WHICH WE SUBSEQUENTLY CANCELLED ON MAY 1st. I'm REQUESTING YOUR CONSIDERATION OF A 50% SETTLEMENT BY INPUT. CONFUSION HAS ARISEN HERE & OBVIOUSLY AT YOUR END - WITH VERBAL STATEMENTS MADE REGARDING DISPOSITION OF THIS CHARGE. WE WOULD VERY MUCH LIKE TO MAINTAIN A GOOD BUSINESS RELATIONSHIP WITH THE HYATT & LOOK FORWARD TO USING YOUR FACILITIES IN 1990. IF THIS IS ACCEPTABLE PLEASE INFORM BY RETURN & CHECK WILL BE MAILED TODAY. ($2500)

FROM: Sheila Collins

DATE: 9-22-89

INPUT
Project Charge Code:

FILE: ___CHRON ___CONTACT ___OTHER

Specify:

Conf (30+.)

9813638

HYATT REGENCY SAN FRANCISCO
IN EMBARCADERO CENTER
5 EMBARCADERO CENTER
SAN FRANCISCO, CALIFORNIA 94111 USA

415 788 1234 TELEX 470698

Danny—
Don said no problem.

RECEIVED
MAY 12 1989
MOUNTAIN VIEW

May 3, 1989

Mr. Don Price
INPUT
1280 Villa Street
Mountain View, CA 94041

Dear Mr. Price:

We were disappointed to learn INPUT will not be holding it's June conference at the HYATT REGENCY SAN FRANCISCO. In accordance with the cancellation policy as stated in Section C of your signed contract dated January 25, 1989, the sum of $4,995.00 is due upon receipt of this letter. This amount represents one night's room and tax charges for thirty rooms at the contracted rate of $150.00 plus 11% tax (San Francisco City Hotel Tax).

Although we weren't able to accommodate you at this time, the HYATT REGENCY SAN FRANCISCO looks forward to working with you in planning future conferences.

Sincerely,

Mark Simon
Director of Sales

MS/cb



INPUT

1280 Villa Street, Mountain View, CA 94041-1194 (415) 961-3300
Telex 171407 FAX (415) 961-3966

cc: Randi

May 1, 1989

Karen Becker
Hyatt Regency
5 Embarcadero Center
San Francisco, Ca. 94111

Dear Karen:

This is to confirm our conversation regarding the cancellation of our conference at your hotel on June 1 & 2, 1989.

I thank you for your help and look forward to hearing from you tomorrow. We will be sure to include The Hyatt Regency San Francisco in our conference site selection plans for 1990.

Very Truly Yours,

Don Price
Director, Marketing

HYATT REGENCY SAN FRANCISCO
IN EMBARCADERO CENTER
5 EMBARCADERO CENTER
SAN FRANCISCO, CALIFORNIA 94111 USA

415 788 1234 TELEX 170698

TELEFAX # (415) 981 3638

TELEFAX COVER SHEET

FAX # (415) 961-3966

DATE 1/30/89

TO Don Price

INPUT

FROM Jennifer Cohen

HYATT REGENCY SAN FRANCISCO

SUBJECT Meeting 5/31-6/2/89

THIS TELEFAX IS 2 **PAGES, INCLUDING THIS PAGE. PLEASE CALL (415) 788 1234, EXTENSION** 6280 **IF YOU DO NOT RECEIVE ALL OF THE PAGES.**

☐ DEFINITE/CUT OFF _____ DATE CONFIRMED January 30, 1989

■ TENTATIVE/DECISION February 15, 1989 FILE NUMBER L-03500

AUXILIARY FILE NO. _____

ORGANIZATION NAME INPUT

FUNCTION NAME _____

MEETING PLANNER Don Price TITLE _____

ADDRESS 1280 Villa Street
Mountain View, CA 94041

PHONE (415) 961-3300 ARRIVAL FORECAST 5/31/89 DEPARTURE FORECAST 6/2/89

ROOM ARRANGEMENTS

DATE	5/31	6/1						
DAY	WED	THURS						
SINGLES	50	50						
DOUBLE								
SUITES								
TOTAL	50	50						

DATE								
DAY								
SINGLES								
DOUBLES								
SUITES								
TOTAL								

ROOM RATES PLUS 11 % CITY TAX

SINGLE $150.00 DBL $150.00 TPL _____ QUAD _____ SUITES _____ TO _____

SINGLE _____ DBL _____ TPL _____ QUAD _____ SUITES _____ TO _____

SINGLE _____ DBL _____ TPL _____ QUAD _____ SUITES _____ TO _____

SINGLE _____ DBL _____ TPL _____ QUAD _____ SUITES _____ TO _____

BILLING: M=MASTER I=INDIVIDUAL PAYS • ROOM & TAX I INCIDENTALS I BANQUET M OTHER –

PLEASE EXPLAIN Individuals will be responsible for their own room, tax and incidental charges. All meeting and banquet related charges will be applied to the master account.

PAYMENT ARRANGEMENTS: It is agreed that all accounts will be settled with the HYATT REGENCY SAN FRANCISCO within thirty days of the billing date, subject to all stipulations f credit verification and/or advance payment determined by our Credit Man

Please complete the enclosed credit application.

RESERVATIONS:

☐ RESERVATION CARD ☒ ROOMING LIST ☐ HOUSING BUREAU ☒ INDIVIDUAL

RESERVATIONS MUST BE RECEIVED BY HOTEL NO LATER THAN Thirty DAYS PRIOR TO ARRIVAL.
LATE REQUESTS WILL BE ACCOMMODATED ON A SPACE AVAILABLE BASIS. CHECK OUT TIME IS 12:00 PM. CHECK IN 3:00 PM.

COMMENTS Please inform your attendees that when booking their reservations, they may call our reservations department at (415) 788-1234 and they should identify themselves by your group name to receive the special rates.

SPECIAL GUEST ROOM REQUEST (1) free suite per every 50 guest rooms picked up per night. Upgrade (5) speaker rooms to Bayview Hospitality Suites at $175.00 each ($25.00 to be billed to master account per each suite per day).

CANCELLATION POLICY

(A) Groups reserving 200 or more rooms will be subject to a cancellation fee of one night's room and tax revenue should space be released between 360 and 180 days of scheduled arrival. For cancellations received within 180 days of arrival full payment of total room nights and tax will be required.
(B) Groups with more than 100 rooms but less than 200 rooms reserved will be subject to a cancellation fee of one nights room and tax revenue should space be released between 180 and 90 days of scheduled arrival. For cancellations received within 90 days of arrival full payment of total room nights and tax will be required
(C) Groups with less than 100 rooms reserved will be subject to a cancellation fee of one night's room and tax revenue should space be released between 90 and 30 days in advance of scheduled arrival. For cancellations received within 30 days of arrival full payment of total room nights and tax will be required.

WHITE-Customer BLUE-Sales Dept. GREEN-Reservations YELLOW-Data Processing PINK-Accounting GOLDENROD-Catering/Conventions

MEETING/BANQUET ARRANGEMENTS

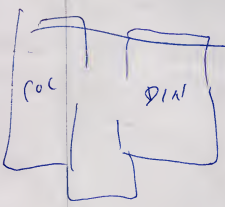
GROUP: INPUT

CONTACT: Don Price

TELEPHONE: (415) 961-3300

DATE	DAY	TIME	FUNCTION/ATTENDANCE/SET-UP	RENTAL
6/1	THURS	8AM-5PM	Meeting/50 People/Classroom Style	
		NOON-1PM	Lunch/50 People/Rounds	
6/2	FRI	8AM-5PM	Meeting/50 People/Classroom Style	
		NOON-1PM	Lunch/50 People/Rounds	

5:30 7:30 Reception
7:30 - 10:30 Dinner
Both in Regency Room



SPECIAL MEETING/BANQUET REQUIREMENTS:

Audio/Visual requirements to be determined.

TOTAL RENTAL

CATERING & CONVENTIONS DEPARTMENT

A member of our Catering & Conventions Department will be contacting you to review all details relative to your group's requirements. Any changes or additions you may care to make may be reviewed with your Catering & Conventions Manager.

AUTHORIZED SIGNATURES: WE AGREE THE FOREGOING AGREEMENT IS CORRECT AS WRITTEN AND IS BINDING BETWEEN THE UNDERSIGNED PARTIES:

FOR HYATT REGENCY SAN FRANCISCO

NAME: Jennifer Cohen

TITLE: Sales Manager/HYATT EXPRESS

DATE: January 25, 1989

FOR GROUP/AGENCY

NAME:

TITLE:

DATE:

WHITE-Customer BLUE-Sales Dept GREEN-Reservations YELLOW-Data Processing PINK-Accounting GOLDENROD-Catering Conventions

CUSTOMER

HYATT REGENCY SAN FRANCISCO

MEETING CONFIRMATION

☐ DEFINITE/CUT OFF _____ DATE CONFIRMED January 25, 1989

☒ TENTATIVE/DECISION February 15, 1989 FILE NUMBER L-03500

AUXILIARY FILE NO. _____

ORGANIZATION NAME INPUT

FUNCTION NAME _____

MEETING PLANNER Don Price TITLE _____

ADDRESS 1280 Villa Street
Mountain View, CA 94041

PHONE (415) 961-3300 ARRIVAL FORECAST 5/31/89 DEPARTURE FORECAST 6/2/89

ROOM ARRANGEMENTS

DATE	5/31	6/1						
DAY	WED	THURS						
SINGLES	50	50						
DOUBLE								
SUITES								
TOTAL	50	50						

DATE							
DAY							
SINGLES							
DOUBLES							
SUITES							
TOTAL							

ROOM RATES PLUS 11 % CITY TAX

SINGLE $150.00 DBL $150.00 TPL _____ QUAD. _____ SUITES _____ TO _____

SINGLE _____ DBL _____ TPL _____ QUAD. _____ SUITES _____ TO _____

SINGLE _____ DBL _____ TPL _____ QUAD. _____ SUITES _____ TO _____

SINGLE _____ DBL _____ TPL _____ QUAD. _____ SUITES _____ TO _____

BILLING: M=MASTER I=INDIVIDUAL PAYS • ROOM & TAX I INCIDENTALS I BANQUET M OTHER –

PLEASE EXPLAIN Individuals will be responsible for their own room, tax and incidental charges. All meeting and banquet related charges will be applied to the master account.

PAYMENT ARRANGEMENTS: It is agreed that all accounts will be settled with the HYATT REGENCY SAN FRANCISCO within thirty days of the billing date, subject to all stipulations for credit verification and/or advance payment determined by our Credit Manager.

Please complete the enclosed credit application.

RESERVATIONS:

☐ RESERVATION CARD ☐ ROOMING LIST ☐ HOUSING BUREAU ☒ INDIVIDUAL

RESERVATIONS MUST BE RECEIVED BY HOTEL NO LATER THAN Thirty DAYS PRIOR TO ARRIVAL.
LATE REQUESTS WILL BE ACCOMMODATED ON A SPACE AVAILABLE BASIS. CHECK OUT TIME IS 12:00 PM. CHECK IN 3:00 PM.

COMMENTS Please inform your attendees that when booking their reservations, they may call our reservations department at (415) 788-1234 and they should identify themselves by your group name to receive the special rates.

SPECIAL GUEST ROOM REQUEST _____

CANCELLATION POLICY

(A) Groups reserving 200 or more rooms will be subject to a cancellation fee of one night's room and tax revenue should space be released between 360 and 180 days of scheduled arrival. For cancellations received within 180 days of arrival full payment of total room nights and tax will be required.
(B) Groups with more than 100 rooms but less than 200 rooms reserved will be subject to a cancellation fee of one nights room and tax revenue should space be released between 180 and 90 days of scheduled arrival. For cancellations received within 90 days of arrival full payment of total room nights and tax will be required.
(C) Groups with less than 100 rooms reserved will be subject to a cancellation fee of one night's room and tax revenue should space be released between 90 and 30 days in advance of scheduled arrival. For cancellations received within 30 days of arrival full payment of total room nights and tax will be required.

WHITE-Customer BLUE-Sales Dept. GREEN-Reservations YELLOW-Data Processing PINK-Accounting GOLDENROD-Catering/Conventions

MEETING/BANQUET ARRANGEMENTS

GROUP: INPUT

CONTACT: Don Price

TELEPHONE: (415) 961-3300

DATE	DAY	TIME	FUNCTION/ATTENDANCE/SET-UP	RENTAL
6/1	THURS	8AM-5PM	Meeting/50 People/Classroom Style	?
		NOON-1PM	Lunch/50 People/Rounds	
6/2	FRI	8AM-5PM	Meeting/50 People/Classroom Style	
		NOON-1PM	Lunch/50 People/Rounds	

TOTAL RENTAL _____

SPECIAL MEETING/BANQUET REQUIREMENTS: Audio/Visual requirements to be determined.

CATERING & CONVENTIONS DEPARTMENT

A member of our Catering & Conventions Department will be contacting you to review all details relative to your group's requirements. Any changes or additions you may care to make may be reviewed with your Catering & Conventions Manager.

AUTHORIZED SIGNATURES: WE AGREE THE FOREGOING AGREEMENT IS CORRECT AS WRITTEN AND IS BINDING BETWEEN THE UNDERSIGNED PARTIES:

FOR HYATT REGENCY SAN FRANCISCO

NAME: Jennifer Cohen

TITLE: Sales Manager/HYATT EXPRESS

DATE: January 25, 1989

FOR GROUP/AGENCY

NAME: Robert Gordon

TITLE: VP

DATE: 2-13-89

WHITE-Customer BLUE-Sales Dept. GREEN-Reservations YELLOW-Data Processing PINK-Accounting GOLDENROD-Catering/Conventions

CUSTOMER

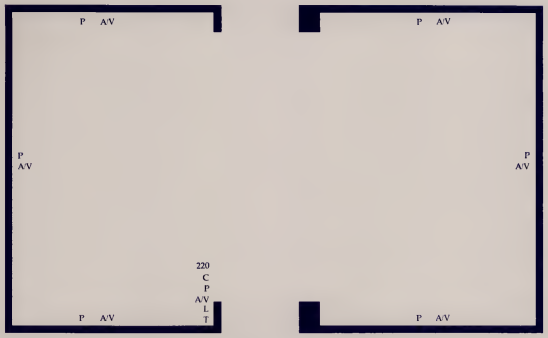
HYATT REGENCY SAN FRANCISCO
IN EMBARCADERO CENTER

5 EMBARCADERO CENTER
SAN FRANCISCO, CALIFORNIA 94111 USA
415 788 1234 TELEX 910 372 1018

REGENCY ROOM

Intermediate Level

For Cocktails



ROOM	DIMENSIONS	SQUARE FOOTAGE	CAPACITIES						
			THEATRE	U-SHAPE	CLASSROOM	CONFERENCE	HOLLOW SQUARE	BANQUET	RECEPTION
Regency Room	28 x 48	1,394	110	54	77	50	61	120	195

P – Power
A/V – Audio/Video
L – Lighting
T – Telephone
C – Cable
220 – 220 power

HYATT REGENCY SAN FRANCISCO

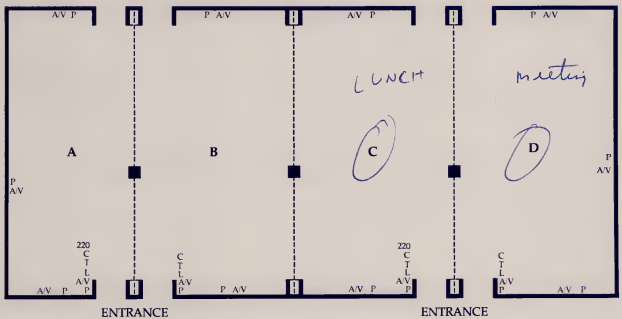
IN EMBARCADERO CENTER

5 EMBARCADERO CENTER
SAN FRANCISCO, CALIFORNIA 94111 USA
415 788 1234 TELEX 910 3721018

EMBARCADERO ROOM

Intermediate Level

For CSP meeting / Lunch



ROOM	DIMENSIONS	SQUARE FOOTAGE	CAPACITIES						
			THEATRE	U-SHAPE	CLASSROOM	CONFERENCE	HOLLOW SQUARE	BANQUET	RECEPTION
Embarcadero Room	106 x 47	4,982	340		240			400	800
Embarcadero A	23 x 47	1,081	90	45	70	50	52	80	125
Embarcadero B	28 x 47	1,316	108	45	70	50	52	80	125
Embarcadero C	28 x 47	1,316	108	45	70	50	52	80	125
Embarcadero D	27 x 47	1,269	99	45	70	50	52	80	125

P – Power
A/V – Audio/Video
L – Lighting
T – Telephone
C – Cable
220 – 220 power
--- – Movable walls

Nancy

Conference Registration List
As of May 31, 1989

? Cancelled on May 1st.

Customer Service Conference
Kira Spellman - Concurrent
Paul Salsgiver - Data Design
Tim Gislasom - Metaphor
David Guericio - Metaphor
Ellen Tepper - Nynex
Patricia C. Snapp - Square D Company

Joint Client Conference
Debra Del Mar - American Management Systems, Inc.
Rick Brumback - American Managerment Systems, Inc.
Bob Smout - American Management Systems, Inc.
Joe Grispo - Ameritech
James L Smith - Boeing
Ken Barwick - Data Design
Paul Salsgiver - Data Design
Robert L. Wolf - Grumman Data Systems (+1 additional person)
Ron Hargreaves - IBM Information Network
John Cudworth - Litton Computers
Tim Gislasom - Metaphor
David Guericio - Metaphor
Robert Isaak - Saatchi & Saatchi Consulting (+1 additional)
Ray McInnis - Unisys

Federal Conference
Debra Del Mar - American Management Systems, Inc.
Rick Brumback - American Management Systems, Inc.
Bob Smout - American Management Systems, Inc.
Greg Shuk - Apple
Robert Geldmacher - Bell Atlantic
Pat D'Innocenzo - Bell Atlantic
Bill Graeff - Bell Atlantic
Linda Woods - Digital Equipment Corporation
Sam Morgan - EDS
Robert L. Wolf - Grumman Data Systems (+1 additional person)
Bob Foster - Telos Information Systems
Ray McInnis - Unisys

INPUT

1280 Villa Street, Mountain View, CA 94041-1194 (415) 961-3300
Telex 171407 FAX (415) 961-3966

May 1, 1989

Karen Becker
Hyatt Regency
5 Embarcadero Center
San Francisco, Ca. 94111

Dear Karen:

This is to confirm our conversation regarding the cancellation of our conference at your hotel on June 1 & 2, 1989.

I thank you for your help and look forward to hearing from you tomorrow. We will be sure to include The Hyatt Regency San Francisco in our conference site selection plans for 1990.

Very Truly Yours,

Don Price
Director, Marketing

HYATT REGENCY SAN FRANCISCO

IN EMBARCADERO CENTER

Five Embarcadero Center
San Francisco, California 94111 USA
415-788-1234 Telex 170698
800-233-1234
Business Center Telefax 415-981-3638
Registered Guest Telefax 415-989-7448

TELEFAX

DATE: 4/18/89

TIME: 3:30pm

TO: Mr. Dan Price FAX NO. (415) 961 3966

COMPANY: Input

FROM: Terri Chapman FAX NO. (415) 981-3638

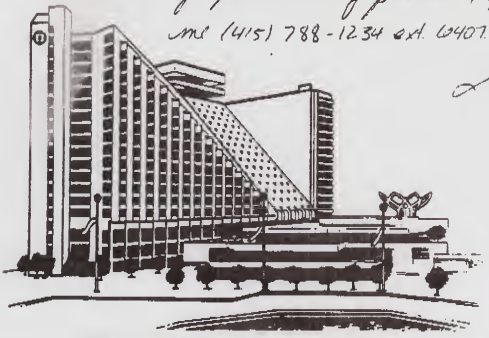
COMPANY: HRSF

COPY TO: _____ FAX NO. _____

COMPANY: _____

NOTES: Mr. Price,
Attached is a copy of our credit application. If you have any questions, please contact me (415) 788-1234 ext. 6407.

Thank you,
Terri Chapman



TOTAL NUMBER OF PAGES TRANSMITTED 2 INCLUDING COVER SHEET
IF YOU DO NOT RECEIVE ALL PAGES, CALL 415-788-1234 EXT. 6452



HYATT REGENCY SAN FRANCISCO

CREDIT APPLICATION

FUNCTION DATE 5/3/89

CATERING / SALES MANAGER NA

NAME OF ORGANIZATION _____

ADDRESS _____ STATE _____ ZIP _____

NAME OF MEETING PLANNER _____

NAME OF PERSON RESPONSIBLE FOR PAYMENT _____

ADDRESS _____ STATE _____ ZIP _____

TELEPHONE _____

BANK _____ BRANCH _____

ADDRESS _____ STATE _____ ZIP _____

ACCOUNT NUMBER(S) _____

_____

COMPANY CREDIT CARD(S)

TYPE OF CARD _____ ACCT. NUMBER _____

TYPE OF CARD _____ ACCT. NUMBER _____

DUNS NUMBER _____

TRADE REFERENCES _____

_____

_____

3 HOTELS PREVIOUSLY USED (NAME, DATE AND PHONE NUMBER OF HOTEL AND CONTACT NAME)

X _____

X _____

X _____

PAYMENT TERMS

Payment shall be made immediately upon receipt of the statement. In the event such payment is not made within 25 days of the date of original statement, it is agreed that the hotel may impose a LATE PAYMENT CHARGE at the periodic monthly rate of 1½% (ANNUAL RATE 18%) on the unpaid balance and the reasonable costs of collection including attorney's fees.

_____ _____

SIGNATURE OF CLIENT REPRESENTATIVE TITLE

PLEASE RETURN THIS APPLICATION TO MY ATTENTION AT THE ADDRESS LISTED BELOW. ALL APPLICATIONS MUST BE RECEIVED AND APPROVED PRIOR TO YOUR ORGANIZATIONS ARRIVAL IN THE HOTEL.

Tom Strode

TOM STRODE CREDIT MANAGER

HYATT REGENCY SAN FRANCISCO
5 EMBARCADERO CENTER
SAN FRANCISCO, CA 94111

MINATOM MEA
RECEIVED

HYATT REGENCY SAN FRANCISCO
IN EMBARCADERO CENTER
5 EMBARCADERO CENTER
SAN FRANCISCO, CALIFORNIA 94111 USA

415 788 1234 TELEX 170698

March 10, 1989

Mr. Don Price
INPUT
1280 Villa Street
Mountainview, CA 94041

Dear Mr. Price:

It was a pleasure to speak with you today regarding the INPUT meeting on June 1 and 2, 1989.

I am pleased that we are able to accommodate your meeting in the same room for two consecutive days. We are holding the following space:

June 1, 1989 -	Meeting	Embarcadero B	8AM-24 Hours
	Lunch	Embarcadero D	NOON-1PM
	Reception/Dinner	Regency	5:30-10PM
June 2, 1989 -	Meeting	Embarcadero B	24 Hour-5PM
	Lunch	Palm Court A	NOON-1PM

Enclosed is a copy of the HYATT REGENCY SAN FRANCISCO liability waiver. Will you please sign and return the waiver to me at your convenience.

I am looking forward to working with you to ensure you a most successful meeting.

Thank you,

Terri Chapman

Terri Chapman
Catering Manager

TC/cb

Enclosure

HYATT REGENCY SAN FRANCISCO
IN EMBARCADERO CENTER
5 EMBARCADERO CENTER
SAN FRANCISCO, CALIFORNIA 94111 USA

415 788 1234 TELEX 170698

RECEIVED
MAR 3 1989
MOUNTAIN VIEW

March 2, 1989

Mr. Don Price
INPUT
1280 Villa Street
Mountain View, CA 94041

Dear Mr. Price:

To confirm our conversation of last week, we have reserved a room for your reception and dinner on June 1, 1989. Space is reserved for the reception from 5:30 to 7:30PM and for dinner from 7:30PM to 10PM.

Terri Chapman, our Catering Manager, will contact you soon to discuss the details of your program.

If you have any questions, please don't hesitate to call.

I look forward to working with you.

Sincerely,

Nancy Abell

Nancy Abell
Sales Manager/HYATT EXPRESS

NA/cb

Enclosure

HYATT REGENCY SAN FRANCISCO
IN EMBARCADERO CENTER
5 EMBARCADERO CENTER
SAN FRANCISCO, CALIFORNIA 94111 USA

415 788 1234 TELEX 170698

January 25, 1989

RECEIVED
1989
MOUNTAIN VIEW

Mr. Don Price
INPUT
1280 Villa Street
Mountainview, CA 94041

Dear Mr. Price:

Thank you very much for considering the HYATT REGENCY SAN FRANCISCO for your guests. I am sure those attending will be extremely pleased with the hotel's accommodations.

Enclosed you will find the meeting and sleeping room confirmations which should accurately summarize the details of our conversation. Please review the arrangements, making any additions or changes and return the signed copies to me prior to February 15, 1989. The original white copy is for your records.

Mr. Price, it was a pleasure speaking with you and I look forward to working with you. I will be contacting you soon to discuss these arrangements.

Sincerely,

Jennifer Cohen

Jennifer Cohen
Sales Manager/HYATT EXPRESS

JC/cb

Enclosure

HYATT REGENCY SAN FRANCISCO

CREDIT APPLICATION

FUNCTION DATE _____

CATERING / SALES MANAGER _____

NAME OF ORGANIZATION _____

ADDRESS _____ STATE _____ ZIP _____

NAME OF MEETING PLANNER _____

NAME OF PERSON RESPONSIBLE FOR PAYMENT _____

ADDRESS _____ STATE _____ ZIP _____

TELEPHONE _____

BANK _____ BRANCH _____

ADDRESS _____ STATE _____ ZIP _____

ACCOUNT NUMBER(S) _____

_____

COMPANY CREDIT CARD(S)

TYPE OF CARD _____ ACCT. NUMBER _____

TYPE OF CARD _____ ACCT. NUMBER _____

DUNS NUMBER _____

TRADE REFERENCES _____

_____

_____

HOTELS PREVIOUSLY USED (NAME, DATE AND PHONE NUMBER OF HOTEL AND CONTACT NAME)

_____

_____

_____

PAYMENT TERMS

Payment shall be made immediately upon receipt of the statement. In the event such payment is not made within 25 days of the date of original statement, it is agreed that the hotel may impose a LATE PAYMENT CHARGE at the periodic monthly rate of 1½% (ANNUAL RATE 18%) on the unpaid balance and the reasonable costs of collection including attorney's fees.

_____ _____

SIGNATURE OF CLIENT REPRESENTATIVE TITLE

PLEASE RETURN THIS APPLICATION TO MY ATTENTION AT THE ADDRESS LISTED BELOW. ALL APPLICATIONS MUST BE RECEIVED AND APPROVED PRIOR TO YOUR ORGANIZATIONS ARRIVAL IN THE HOTEL.

Tom Strode

TOM STRODE CREDIT MANAGER

HYATT REGENCY SAN FRANCISCO
5 EMBARCADERO CENTER
SAN FRANCISCO, CA 94111

Feb 13, 1989

Memo to: Don Price
INPUT, MT View

Subject: Agenda and Brochure for CSP conference —

Don, attached is a preliminary agenda for the June 1 + 2 CSP conference — I have the following items open that really should be solved before the brochure is sent out if possible:

1. I have a PDIC mail message to Keith Hocking to let me know if he will be making the 2 Europe presentations or if he will send someone else —

2. Denny Watson has promised to try to locate a after dinner speaker for Thursday night (June 1) from his contacts — He is trying to find someone from the S.E. Area —

3. The speaker on 4th Party maintenance is still to be located — Rick Brussel has suggested Wayne Adams, President of Dynservice in Hayward, CA. Dynservice was recently acquired by Bell Atlantic. I don't know him so we need to understand his speaking skills —

I suggest you type this up and get comments from Randy, Steve Alberty, Bob Goodwin, Denny Watson and Peter. Also please follow with Keith and Denny on the open items while I am in Japan —

Thanks — Buddy

Customer Service Around the World

1989-1993

INPUT sponsors a strategic and tactical planning conference on worldwide customer service of information systems.

Hyatt Regency Hotel
San Francisco
June 1st and 2nd, 1989

Agenda

Thursday, June 1

8:15-9:00 Registration
Continental Breakfast

9:00-9:15 Welcome and Introductory Remarks
Peter Cunningham, President
INPUT

9:15-9:45 Worldwide Service Objectives
H.W. Stigler, Manager Customer Service Program
INPUT

Service around the world will be examined from the point of view of the customer, the hardware vendor, the software vendor, the service division, and the third party maintenance organization.

9:45-10:45 European Service Overview
Ken Carter, Senior Consultant and Project Manager CSPE
INPUT, London

Major Trends, opportunities and issues in the Europe of the 1990s will be identified and discussed. INPUT's forecasts for the major sectors of the industry will also be presented

10:45-11:15 Coffee

11:15-12:15 Asia/Pacific Overview
(Speaker To Be Announced)

Key service trends in the Asia/Pacific area will be identified as well as a discussion of the primary emerging issues in this rapidly growing market area.

12:30-1:45 Lunch

1:45-3:00 U.S. Service Overview
H.W. Stigler, Manager Customer Services Program
INPUT

U.S. market forecasts and key customer service issues in the U.S. will be examined. Software support, third party maintenance, and the impact of IBM's actions are also examined.

3:00-3:30 Coffee

3:30-4:45 Key Issues and Future Trends Prioritized
H.W. Stigler, Moderator
Attendees speak out on their view of the environment and key issues.

4:45-6:45 Free Time

6:45-7:45 Cocktails

7:45-10:15 Dinner
Dinner Speaker (To Be Announced)
User's View of Service

A chief information officer of a major U.S. corporation explains his views on the role of service, and how well that role is being accomplished.

Friday, June 2, 1989

8:00-8:30 Coffee

8:30-9:45 1989 U.S. User Survey Results
Rick Brusuelas, Consultant
INPUT

The results of the spring 1989 user surveys for large systems, midrange systems, and PC/workstations will be reviewed. Hardware services, software services, and ancillary services will be examined from the standpoint of service level required, service level received and the per of satisfied users.

9:45-10:15 Coffee

10:15-11:15 Independent Maintenance Market in Europe
Ken Carter, Senior Consultant
INPUT, London

11:15-12:15 Fourth Party Maintenance Overview
Outside Speaker (To Be Announced)

The role and opportunities of this rapidly growing service area will be examined on a worldwide basis.

12:15-1:15 Lunch

1:15-2:15 PC/Workstation Strategies
Rick Brusuelas, Consultant
INPUT

The service delivery and offering strategies of the leading hardware vendors, national distributors, and TPMs will be examined in detail.

2:15-2:45 Coffee

2:45-4:30 Service Offering Alternatives
H.W. Stigler, Manager Customer Service Program
INPUT

The major alternative approaches to offering service will be examined in detail and pros and cons discussed for each. Based on the analysis and future industry trends an optimum offering approach will be suggested.

4:30 Closing Remarks
Sam Albert, Vice President
INPUT, East

Customer Service Around the World

1989-1993

INPUT sponsors a strategic and tactical planning conference on worldwide customer service of information systems.

Hyatt Regency Hotel
San Francisco
June 1st and 2nd, 1989

Agenda

Thursday, June 1

8:15-9:00 Registration
Continental Breakfast

9:00-9:15 Welcome and Introductory Remarks
Peter Cunningham, President
INPUT

9:15-9:45 Worldwide Service Objectives
H.W. Stigler, Manager Customer Service Program
INPUT

Service around the world will be examined from the point of view of the customer, the hardware vendor, the software vendor, the service division, and the third-party maintenance organization.

9:45-10:45 European Service Overview
Ken Carter, Senior Consultant and Project Manager, CSPE
INPUT, London

Major trends, opportunities and issues in the Europe of the 1990s will be identified and discussed. INPUT's forecasts for the major sectors of the industry will also be presented.

10:45-11:15 Coffee

11:15-12:15 Asia/Pacific Overview
(Speaker To Be Announced)

Key service trends in the Asia/Pacific area will be identified as well as a discussion of the primary emerging issues in this rapidly growing market area.

12:30-1:45 Lunch

1:45-3:00 U.S. Service Overview
H.W. Stigler, Manager Customer Services Program
INPUT

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H.W. Stigler, Moderator
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Sam Albert, Vice President
INPUT, East

CONFERENCE Summary

Companies who provide service and support in the information processing industry face many challenges today as well as in the years ahead — Information processing users are demanding high availability for their systems and networks around the world. The providers of service are responding by broadening the scope of the services they offer and by offering multivendor support services — The complexity of the market in the 1980's will be compounded in the 1990's due to factors like trade imbalances and the European trade restrictions being lifted — This INPUT planning conference is both research and experienced based and is designed to provide a good understanding of customer service around the world —

Presentations include:

- How USERS View Service
- Trends in service around the world
- Network Management opportunities
- Service offering Alternatives —

KEY BENEFITS OF Attending this Conference

- ☐ Begin to plan for the changes needed in customer services in the coming decade —
- ☐ Understand the size and growth rates of various markets —
- ☐ Identify major trends and driving forces affecting customer service —
- ☐ Provides a opportunity for Informal discussion with your peers and INPUT consultants

Who Should Attend

→ Senior Managers and Executives in customer service and their senior staffs who are involved in:

Strategic Planning
Service and support offerings
Sales and Market Planning
Network Management
International Service and Support

What to Expect

For Two days INPUT Consultants and outside speakers will define how they see customer service today and in the 1990's. The sessions are interactive and participatory - You will be in the company of senior service executives from the leading vendor and third party service companies - This means a lot of networking and sharing visions of the future - There is ample time for one on one discussions as well as the structured meetings where key subjects are discussed -



HYATT REGENCY SAN FRANCISCO
5 EMBARCADERO CENTER
SAN FRANCISCO, CA. 94111
415.788.1234

Breakfast Buffets

Priced Per Person

EMBARCADERO BUFFET BREAKFAST

Fresh Fruit Juices

Sliced California Fruits

Fruit Yogurt

Scrambled Eggs

Bacon, Sausage, Ham

O'Brien Potatoes

Assorted Breakfast Bakeries

Preserves and Sweet Butter

Freshly Brewed and Decaffeinated Coffee

Assorted Teas and Milk

20.00

REGENCY BUFFET BREAKFAST

V-8 Cocktail or Tomato Juice

Freshly Squeezed Orange Juice and Grapefruit Juice

Sliced California Fruits and Berries

Assorted Cereals and Granola

Scrambled Eggs Garnished with Bell Pepper and Onions

Freshly Prepared Corned Beef Hash

Bacon, Sausage, Ham, Canadian Bacon

O'Brien Potatoes

Apple Crêpes, Cheese Blintzes with Fruit Topping

Breakfast Bakeries, Coffee Cakes

Freshly Brewed and Decaffeinated Coffee

Assorted Teas and Milk

26.50

All prices are subject to 15% service charge and 6.5% sales tax.

Breakfast

Priced Per Person

CHOICE OF:

FRESHLY SQUEEZED ORANGE OR GRAPEFRUIT JUICE
OR V-8 COCKTAIL

FRESH COUNTRY SCRAMBLED EGGS IN A PASTRY SHELL
With Crisp Bacon or Portuguese Sausage
Lyonnaise Potatoes
13.25

EGGS BENEDICT
Sauce Hollandaise, Canadian Bacon on an English Muffin
16.50

POACHED EGGS ON TOASTED SOURDOUGH
With Shaved Ham, Avocado
Topped with Orange Hollandaise
16.75

FRESH EGGS SCRAMBLED WITH CHEDDAR CHEESE AND BACON
On Toasted Brioche with Grilled Tomatoes
15.50

BREAKFAST BRAN SHORTCAKE
Layered with Fresh Berries and Garnished with Crème Fraîche
13.50

IMPORTED SMOKED SALMON
With Cream Cheese, Shaved Red Onions, Capers and Toasted Bagels
16.00

STEAK AND EGGS
6 oz. New York Steak with Scrambled Eggs
Home Fried Potatoes
19.50

Above Served with Breakfast Bakeries, Preserves and Butter
Freshly Brewed Coffee, Decaffeinated Coffee, Tea

FRESH ADDITIONS:

FRESH SEASONAL MELON WEDGE *4.75*

HONEY-GLAZED PINK GRAPEFRUIT *5.00*

FRESH STRAWBERRIES AND CREAM *4.50*

PINEAPPLE BOAT OF FRESH FRUIT *6.50*

FRESH PINEAPPLE AND COCONUT MILK
Garnished with Shaved Coconut and Toasted Almonds
4.25

All prices are subject to 15% service charge and applicable sales tax.

THE FINE ART OF CATERING



HYATT REGENCY SAN FRANCISCO
5 EMBARCADERO CENTER
SAN FRANCISCO, CA. 94111
415.788.1234

Coffee Breaks

FOR CHOCOHOLICS
Freshly Brewed and Decaffeinated Coffee
Specialty Teas, Hot Chocolate
Fudge Brownies, Chewy Chocolate Bars
Giant Chocolate Chip Cookies
White and Dark Chocolate Fondue with Fresh Fruits
and Fun Toppings
12.50 Per Person

A HEARTY BREAK
Freshly Brewed and Decaffeinated Coffee
Herbal Teas, Skim Milk, Natural Sodas
Assorted Individual Fruit Yogurts
Sliced Fruit and Seasonal Berries
Granola Bars, Whole Grain and Fruit Muffins
8.75 Per Person

CONTINENTAL BREAKFAST
Freshly Brewed Coffee and Decaffeinated Coffee,
Specialty Teas, Freshly Squeezed Orange Juice
and Regency Breakfast Baked Goods
8.50 Per Person

ASSORTED SOFT DRINKS *2.25 Each*

MINERAL WATERS *3.00 Each*

FRESHLY SQUEEZED ORANGE JUICE AND GRAPEFRUIT JUICE *18.00 Per Quart*

ASSORTED CHILLED JUICES *15.00 Per Quart*

WHOLE AND SKIM MILK *2.00 Each*

SLICED FRESH SEASONAL FRUITS *125.00 (50 Guests)*

CHOCOLATE TRUFFLES ON MIRRORS *20.00 Per Dozen*

ASSORTMENT OF FRESHLY BAKED COOKIES *15.00 Per Dozen*

WHOLE FRESH FRUIT *15.00 Per Dozen*

PETITS FOURS, COOKIES AND PETITE FRENCH PASTRIES *19.50 Per Dozen*

ASSORTED BAGELS AND CREAM CHEESE *36.00 Per Dozen*

ASSORTED FRUIT YOGURTS *2.75 Each*

DIPS AND DRY SNACKS BUFFET
Pretzels, Mixed Nuts, Potato Chips
Guacamole, Onion and Bleu Cheese Dips
4.25 Per Person

All prices are subject to 15% service charge and applicable sales tax.

Coffee Breaks

FRESHLY BREWED AND DECAFFEINATED COFFEE AND TEA
2.25 Per Person
or
45.00 Per Gallon

TEA TIME
Tea Sandwiches, Scones and English Biscuits
with Assorted Marmalades, Fruit Tarts and
a Selection of Unique Teas
9.75 Per Person

REGENCY BREAKFAST BAKED GOODS
Danish, Muffins, Croissants and Nutbread
with Sweet Butter and Preserves
26.00 Per Dozen

WHAT A GREAT WAY TO START
Danish, Muffins, Croissants, Pecan Sticky Buns, Coffee Cake,
Fruit Rings, Banana Nutbread and Poppy Seed Loaf
with Sweet Butter and Preserves
(100 person minimum)
4.00 Per Person

CONTINENTAL BREAKFAST AND MORE. . .
Freshly Brewed and Decaffeinated Coffee, Specialty Teas,
Freshly Squeezed Orange Juice and Grapefruit Juice,
Danish and Muffins
Croissant Filled with Fresh Scrambled Eggs
with Ham and Swiss Cheese
or Sausage and Cheddar Cheese
12.95 Per Person

THE CALIFORNIA QUICK START
Freshly Squeezed Orange Juice, Grapefruit Juice,
Danish, Muffins, Croissants, Pecan Sticky Buns, Coffee Cake,
Fruit Rings, Banana Nutbread and Poppy Seed Loaf
Sliced Fresh Fruits
Freshly Brewed and Decaffeinated Coffee
Specialty Teas
10.00 Per Person

All prices are subject to 15% service charge and applicable sales tax.

THE FINE ART OF CATERING

THE FINE ART OF CATERING

LUNCHEON

(Three Course Minimum)

APPETIZERS

Priced Per Person

CALIFORNIA FRESH FRUIT COCKTAIL 3.00

BAY SHRIMP AND CRAB COCKTAIL 6.50
With Choice of Thousand Island or Louis Dressings

PROSCIUTTO AND MELON 5.00

BAY SHRIMP COCKTAIL 4.00

VEGETABLE PATE 4.75
With Roast Red Pepper Sauce

VEAL OR CHEESE TORTELLINI 5.75
With Alfredo or Pesto Sauce

CRAB COCKTAIL WITH LOUIS DRESSING 7.50

SOUPS

Priced Per Person

FISHERMAN'S WHARF FISH CHOWDER 4.00

SAN FRANCISCO VEGETABLE BEEF SOUP 3.00

NEW ENGLAND CLAM CHOWDER 3.50

CHINESE EGG DROP SOUP 3.00

PETITE MARMITE 3.75
Double Consomme with a Brunoise of Fresh Garden Vegetables, Chicken and Beef

GAZPACHO (cold soup) 3.75
With Creme Fraiche and Bay Shrimp

CREAM OF WILD MUSHROOM 4.00

SALADS

Priced Per Person

REGENCY ROMAINE SALAD 3.00
Greens Tossed in Your Choice of Dressing

CAESAR SALAD 4.00
Romaine Lettuce Served Tossed with Garlic Croutons and a Classic Caesar Dressing

BIBB LETTUCE SALAD 4.50
A Medley of Butter Lettuce, Mushrooms, Tomatoes Watercress and Your Choice of Dressing

ANTIPASTO SALAD 4.75
Marinated Artichoke, Fontina Cheese, Pepperoncini, Mushrooms, Eggplant, Peppers

Choice of Dressing:
Peppercorn Dressing, Mustard Seed Dressing, Buttermilk Dill Dressing,
Tomato Basil Vinaigrette, Tarragon Vinaigrette with Pinenuts, Bleu Cheese, Green Goddess and Thousand Island

COLD ENTREES

Priced Per Person

COBB SALAD 13.50
A Delightful Blend of Chicken, Avocado, Ham and Bacon Garnished with Chopped Eggs on a Bed of Fresh Greens

CHILLED POACHED SALMON 16.00
With Creamy Dill Sauce and California Bean Salad with Sun-Dried Tomatoes and Toasted Almonds

SALAD NICOISE 14.00
Tuna, New Potatoes, Egg, Tomato, Green Beans and Nicoise Olives

SAN FRANCISCO SEAFOOD SALAD 17.00
A Combination of Bay Shrimp, Dungeness Crab and Scallops Served on Lettuce in a Crab Shell

CHILLED SLICED CHICKEN BREAST 13.75
With Marinated Mediterranean Vegetables

All prices are subject to 15% service charge and applicable sales tax.



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SAN FRANCISCO, CA. 94111
415.788.1234

Luncheon Entrees

(Three Course Minimum)

Hot Entrees

Priced Per Person

Fresh Local Seafood

POACHED PACIFIC SALMON 18.00
With Sauce Sorrel

SEAFOOD NEWBURG 15.50
Served with a Toasted Brioche

BROILED SWORDFISH 17.00
Served with Dill Sauce

FILET OF PETRALE SOLE MEUNIERE 15.00

Chicken

GRILLED PETALUMA CHICKEN 14.50
Deboned, Marinated in Fresh Herbs,
Served with Bacon, Roasted Onions and Tomato
(Limit 250)

CHICKEN FILET 13.50
In a Soy and Ginger Marinade with Fried Rice
and Stir-Fried Vegetables

BONELESS BREAST OF CHICKEN 14.75
Topped with Forestiere Sauce

Veal

VEAL CHOP 23.00
With Veal Demi-Glace

VEAL PICATTA 20.75
Prepared with Capers, Shallots and Lemon

STUFFED BREAST OF VEAL FLORENTINE 17.50
With Veal Espagnole

Beef

ROAST SIRLOIN OF BEEF BORDELAISE 21.00

BROCCOLI BEEF 15.00
Tender Strips of Beef, Stir-Fried with Oriental Vegetables

BROILED NEW YORK STEAK SANDWICH 18.50
Served with Sourdough Bread and Shallot Butter

ROAST FILET OF BEEF 25.00
With Sauce Bearnaise

All of the Above Accompanied by Fresh Seasonal Vegetables and Rice or Potato.

Desserts

Priced Per Person

FRESH FRUIT TART 3.00
With Whipped Cream

INDIVIDUAL BAKED ALASKA 4.00
With Strawberry Sauce

CHERRY CHEESE STRUDEL 2.75
With Brandy Sauce

LEMON BAVARIAN CHEESECAKE 2.75

CANNOLI 3.75
With Pistachio Sauce

RASPBERRY MOUSSE 2.50

SEASONAL BERRIES 4.00
With Creme Fraiche

NAPOLEON 3.50
With Seasonal Berries

CHOCOLATE PATE 4.00
With Vanilla Bean Sauce

All prices are subject to 15% service charge and applicable sales tax.

Luncheon Buffets

THE DELI BUFFET

Priced Per Person
(Minimum 50 Persons)

Sliced and Whole Fresh Fruits
A Variety of Crisp Salad Greens
Red Cabbage Cole Slaw
German Potato Salad
Fresh Pasta Salad with Pesto

Attractively Arranged Deli Meats:
Rare Roast Beef, Italian Salami, Smoked Ham
and Breast of Chicken
Sliced Cheeses

Crisp Kosher Dill Pickles, Olives, Relishes
Assorted Mustards and Condiments
San Francisco Sourdough Rolls and Baguettes

Display of Assorted Pastry Delicacies
Coffee, Tea, Milk
21.50

PACIFIC HEIGHTS BUFFET

Priced Per Person
(Minimum 50 Persons)

A Variety of Crisp Salad Greens
Wild Mushroom Salad
Marinated Vegetable Salad
Seafood Salad with Tomatoes and Basil

Sliced New York Sirloin Bordelaise
Roast Breast of Chicken Forestiere
Oven-Roasted New Potatoes
Fresh Seasonal Vegetables
Baguettes and Butter

Fresh Fruit Tarts with Whipped Cream
Assorted Petits Fours Glace, Truffles
and Petite French Pastries
30.00

GOLDEN GATE BUFFET

Priced Per Person
(Minimum 50 Persons)

Variety of Sliced Deli Meats:
Rare Roast Beef, Salami, Selected Sausages
Domestic and Imported Cheeses

Wild Mushroom Salad
Scallop Salad with Tomatoes and Basil
Chinese Chicken and Duck Salad
with Crisp Rice Noodles in Hoisin Sauce
Marinated Vegetable Salad and Artichokes

Carved Roasted New York Sirloin of Beef
Stir-Fried Chicken and Shrimp
with Pea Pods and Water Chestnuts
Fresh Pasta, Saffron Rice, Oven Roasted Potatoes
Fresh Seasonal Vegetables

Dessert Display of:
Marinated Strawberries in Grand Marnier
New York Style Cheesecake with Fresh Fruit Topping
Apple Crumb Cake with Vanilla Bean Sauce
Fresh Fruit Tarts with Whipped Cream
Coffee, Tea, Milk
37.50

Add $3.00 Per Person for Buffets Under 50 Persons.
All prices are subject to 15% service charge and applicable sales tax.

THE FINE ART OF CATERING

SAN FRANCISCO CHINATOWN BUFFET

Priced Per Person
(Minimum of 50 Persons)

Egg Drop Soup
Marinated Mongolian Vegetable Salad
Kowloon Noodle Salad

Assorted Dim Sum to Include:
Barbecued Pork Back Ribs,
Steamed Pork Buns, Potstickers,
Egg Rolls, Rabbit Gow, Shumai, Goldfish Gow

Stir-Fry in the Room:
Kwon Chow Cashew Chicken
Shanghai Broccoli Beef
(One Chef Per 50 Persons at $100 Each)

Shrimp Fried Rice
Vegetable Chow Mein

Assorted Chinese Pastries Served with
Green Tea Ice Cream
Fortune Cookies
Coffee and Jasmine Tea

36.00

NORTH BEACH BUFFET

Priced Per Person
(Minimum of 50 Persons)

Minestrone Soup
Antipasto Salad
Prosciutto, Provolone
Hearts of Palm Salad
Pesto Pasta Salad

Chefs to Prepare Your Guests a Choice of:
Tomato Fettucine, Veal Tortellini
and Spinach Linguine
with
Marinara Sauce, Alfredo Sauce and Clam Sauce
and Freshly Grated Parmesan Cheese
(One Chef Per 50 Persons at $100 Each)

Grilled Sweet Italian Sausage Primavera
Veal Parmesan

Garden Fresh Italian Vegetables

Cannoli and Northern Italian Pastries

Fresh Fruit

Coffee, Tea or Decaffeinated Coffee

40.00

Dinner Buffets are priced at 1½ hours.

All prices are subject to 15% service charge and applicable sales tax.

Streets of San Francisco Buffet

CHINATOWN

Assorted Dim Sum to Include:
Steamed Pork Buns, Barbecued Pork Ribs,
Potstickers, Goldfish Gow, Shumai,
Shrimp Egg Rolls and Rabbit Gow
Served with Soy Sauce, Mustard and Sweet and Sour Sauce

Prepared in a Wok by a Chef
Kwon Chow Cashew Chicken
Mongolian Broccoli Beef
Chefs at $100 Each

FISHERMAN'S WHARF

Jumbo Prawns on Ice
Served with Cocktail Sauce and Lemon Stars
(3 Per Person)

San Francisco Cracked Crab (In Season)
Served with Dijon Mayonnaise
(2 Per Person)

Freshly Shucked Oysters
Served with Mignonette Sauce and Cocktail Sauce
(2 Per Person)

Cherrystone Clams
Served with Cocktail Sauce
(2 Per Person)

NORTH BEACH

Italian Sausage
Served with Sauteed Onions and Peppers

Prepared and Served in the Room
Fresh Pasta:
Spinach Tortellini, Ravioli and Tomato Linguine
Served with Your Guests' Choice of
Alfredo, Pesto or Marinara Sauce
Chefs at $100 Each

NAPA VALLEY WINERY

Your Guests Will Delight
as a Friendly, Knowledgeable Wine Steward
Offers Tasting of Our Most Popular
California Wines
(Wine Stewards at $100 Each)

Cleanse Your Palate Between Tastes
with Assorted Domestic and Imported Cheeses
to Include:
Abby Port Salute, Boursin, Brie,
Swiss Cheese, Sonoma Garlic Cheese
and Cheddar Cheese

Duck and Pistachio Galantine
Sourdough Baguettes and Onion Rolls

52.00
Per Person

Additions

GHIRADELLI SQUARE

Famous for Chocolate and Luscious Desserts:
An Assortment of White and Dark Chocolate Truffles
Chocolate Covered Strawberries
Petits Fours Glace
Swiss Tortes and Pastries
(4 Pieces Per Person)

Coffee, Tea or Decaffeinated Coffee

10.00
Per Person

INTERNATIONAL COFFEES

Your Guests' Choice of Coffees from Kenya,
Columbia and Sumatra
Served with Fresh Whipped Cream,
Shaved White and Dark Chocolate,
Rock Candy Stir Stix, Lemon and Orange Rind

Your Guests' Choice of Liqueurs:
Truffles Chocolate Liqueur, Baileys Irish Cream,
Courvosier V.S., Tuaca, Kahlua and Sambuca

5.00
Per Drink

Dinner Buffets are priced at 1½ hours.

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DINNER

ENTREES

Priced Per Person
(Three Course Minimum)

All Dinners Include Vegetable and Potato or Rice du Jour

FRESH FISH

POACHED SALMON 25.00
With Watercress Sauce

GRILLED SWORDFISH 25.50
With Tomato Salsa or Lemon Dill Butter

SEA BASS 23.50
With Black Bean Ginger Sauce
Garnished with Cilantro

LIVE MAINE LOBSTER TAIL Market Price

FRESH FISH OF THE MONTH Market Price

SHRIMP SCAMPI 22.75
(Limit 200)

PETRALE SOLE 22.75
Served Amandine or Meuniere

CHICKEN

BONELESS BREAST OF CHICKEN EN CROUTE 22.50
Stuffed with Prosciutto and Montrachet

BREAST OF CHICKEN DIJONNAISE 20.50

ROASTED BREAST OF CAPON 21.50
With Honey Apricot Sauce

STUFFED CORNISH GAME HEN 20.50

OVEN ROASTED LEMON CHICKEN, DISJOINED 18.50

VEAL

VEAL CHOP 37.50
With Wild Mushroom Sauce

VEAL CALVADOS 32.00
With Caramelized Apples

VEAL OSCAR 32.50
Medallions of Veal with Crab Leg
and Bearnaise Sauce

VEAL WITH PEAR ROSEMARY SAUCE 32.00

BEEF

NEW YORK STRIP STEAK 31.75

SLICED NEW YORK SIRLOIN OF BEEF BORDELAISE 29.00

MEDALLIONS OF BEEF 34.00
With Zinfandel Thyme Sauce

FILET MIGNON WITH CHORON SAUCE 34.00

LAMB

SLICED LAMB RACK WITH PEAR ROSEMARY 34.00

All prices are subject to 15% service charge and applicable sales tax.

DINNER

A La Carte Seasonal Vegetables

Priced Per Person

BRAISED BELGIAN ENDIVE .75

GRILLED JAPANESE EGGPLANT 1.00

BOUQUETIERE OF BABY VEGETABLES 2.50

MUSHROOM SELECTION SAUTE 1.25

STIR-FRIED ORIENTAL VEGETABLES 1.00

ASPARAGUS WITH HOLLANDAISE OR A LA POLONAISE 2.00

A La Carte Rice, Pasta and Potato

Priced Per Person

PICASSO RICE 1.50

SAFFRON RICE 1.00

MIXED WILD RICE 1.50

CHINESE FRIED RICE .75

SPATZLE 1.00

TRIO OF PASTA 1.50

LYONNAISE POTATOES .75

DUCHESSE POTATOES .75

STUFFED BAKED POTATO 1.00
With Sour Cream, Chives and Bacon

NEW POTATOES .75
With Dill and Shallots

DAUPHINOISE POTATOES 1.25

Desserts

Priced Per Person

CHOCOLATE HAZELNUT SABAYON TORTE 3.75

STRAWBERRY CHEESECAKE 4.25

LINZER TORTE 3.50

WHITE AND DARK CHOCOLATE MOUSSE TORTE 4.50

CHARLOTTE-ROYALE 5.50

STRAWBERRY SHORTCAKE 3.00

KAHLUA CREME TORTE 5.50

STRAWBERRY ROMANOFF 6.00

THREE QUENELLES 5.00
Of White, Dark and Milk Chocolate Mousse
on Anglaise Sauce with Friandise

STRAWBERRIES WITH SABAYON SAUCE 5.75
With Lemon Leaf Garnish

FRESH APPLE TARTS 4.75
With Brandy Creme Sauce

WHITE AND DARK CHOCOLATE BAVARIAN DUO 5.25
Served on Raspberry Sauce with Friandise

PASSION FRUIT MOUSSE 4.00
On Cassis Sauce with Friandise

PARFAIT 4.00
Chocolate Truffle, Mocha, Tutti Frutti or Strawberry
with Friandise

INDIVIDUAL BAKED ALASKA 4.00
With Strawberry Sauce and Friandise

All prices are subject to 15% service charge and applicable sales tax.

THE FINE ART OF CATERING

Dinner

Cold Appetizers

Priced Per Person

JUMBO PRAWN COCKTAIL 8.25
With Cocktail or Remoulade Sauce

IMPORTED SLICED SMOKED SALMON 9.50
With Sliced Bermuda Onions and Fresh Herbed Cream Cheese on a Bed of Wild Greens

VEGETABLE TERRINE 4.75
With Red Pepper Sauce

ANTIPASTO 6.00
Assortment of Meats and Cheeses, Artichoke Hearts and Marinated Vegetables

TOMASSO PASTA 4.50
Sun-Dried Tomatoes, Sliced Italian Sausage and Olives Presented on Radicchio

DUNGENESS CRAB COCKTAIL 8.25

Hot Appetizers

Priced Per Person

SEA SCALLOPS 6.00
With Champagne Sauce

SEAFOOD MOUSSE TIMBALE 5.25
With Sauce Nantua and Fleuron

TIMBALE OF EGGPLANT 6.25
Mozzarella Cheese, Mushrooms and Grilled Leek

POACHED SALMON 7.25
With Dill Chiffon Sauce

SPINACH AND CHEESE RAVIOLI 4.00
With Prosciutto and Alfredo Sauce

Salads

Priced Per Person

GREEN GARDEN SALAD 4.75
A Selection of Garden Greens with Papaya, Avocado, Bay Shrimp, Dungeness Crabmeat and Your Choice of Dressing

ISLAND SALAD 5.00
Beefsteak Tomatoes, Maui Onions, Watercress, Buffalo Mozzarella and Macadamia Nut Dressing

CAESAR SALAD 4.50
Romaine Lettuce Served Tossed with a Classic Caesar Dressing and Topped with Freshly Grated Reggiano Parmesan Cheese and Garlic Croutons

MEDITERRANEAN SPRING SALAD 4.00
A Variety of Fresh Beans and Vegetables Served with Nicoise Olives and Herb Dressing

GOLDEN GATE SALAD 3.75
Romaine Lettuce, Tomato Concasse, Bay Shrimp, Garlic Croutons and Choice of Dressing

EUROPEAN GARDEN SALAD 6.75
Nasturtium, Mache, Radicchio Belgian Endive, Oakleaf Lettuce, and Manoa Lettuce with Caviar Dressing

Soups

Priced Per Person

CREAM OF CARROT WITH FRESH GINGER 3.00

TOMATO BISQUE WITH GIN 3.50

SAN FRANCISCO FISHERMAN'S CHOWDER 4.00

CONSOMME CELESTINE 4.00

DOUBLE BEEF CONSOMME WITH TRUFFLE 5.00

All prices are subject to 15% service charge and applicable sales tax.

THE FINE ART OF CATERING

Hors D'Oeuvres

(Sold on a Per Piece Basis, 25 Piece Minimum)

Hot Selections

EUROPEAN SAUSAGE WITH ASSORTED MUSTARDS 2.00

QUICHE LORRAINE 2.00

CHINESE EGG ROLLS 2.00

POT STICKER DUMPLINGS 2.00

CHICKEN LIVER RUMAKI 2.00

BARBECUED SPARERIBS 2.00

MINIATURE REUBEN TURNOVERS 2.25

CHICKEN SESAME FILETS 2.25

STEAK OR CHICKEN TERIYAKI SKEWERS 2.25

ESCARGOTS EN CROUTE 2.75

DEEP FRIED JUMBO SHRIMP 2.75

CLAMS CASINO 3.25

SPICY LEMON SHRIMP 3.15

SCALLOP AND SHRIMP BROCHETTE 3.15

BABY LAMB CHOPS DIJONNAISE 3.00

MUSHROOMS STUFFED WITH CRABMEAT 2.75

Cold Selections

SALAMI CANAPES 2.00

HAM AND ROQUEFORT CHEESE ROULADES 2.00

GALANTINE OF CHICKEN 2.00

MELON AND PROSCIUTTO 2.00

ASPARAGUS WRAPPED IN HAM (IN SEASON) 2.00

SMOKED SALMON AND CREAM CHEESE ROULADES 2.00

GALANTINE OF DUCK 2.25

CALIFORNIA VEGETABLE ABBONDANZA 175.00
With Dips and Dressings
(40-50 Guests)

CARPACCIO ROULADES WITH AIOLI 2.25

SCALLOP CEVICHE ON ENDIVE LEAVES 2.75

OYSTERS ON THE HALF-SHELL 2.75

CRAB CLAWS ON ICE 3.15

CLAMS ON THE HALF-SHELL 2.75

LOBSTER MEDALLIONS WITH DILL AND GOLDEN CAVIAR 3.15

JUMBO PRAWNS ON ICE 3.15

ARTICHOKE HEART WITH CREAM CHEESE AND CAVIAR 2.75

CHEESES AND FRUITS

A Selection of Fresh Seasonal Fruits, Imported and Domestic Cheeses to Include: Abbey Port Salute, Swiss, Boursin, Jarlsberg, Brie, Sonoma Garlic, Gouda, Dill Havarti, Smoked Mozzarella and Monterey Jack, Served with Sliced Baguettes

Small (20-25 Guests) 125.00 *Medium (50-75 Guests)* 225.00 *Large (100-150 Guests)* 425.00

All prices are subject to 15% service charge and applicable sales tax.

Receptions

(Priced Per Person)

MENU ONE
(Five Pieces Per Person)

Egg Rolls, Shu Mai, Pot Stickers,
Barbecue Spareribs, Chicken Teriyaki Skewers
10.00

MENU TWO
(Five Pieces Per Person)

Deep Fried Jumbo Shrimp, Chicken Sesame Filets,
Miniature Reuben Turnovers, Clams Casino, Quiche Lorraine
13.00

MENU THREE
(Five Pieces Per Person)

Lobster Medallions with Dill and Golden Caviar,
Snow Crab Claws, Melon and Prosciutto
Smoked Salmon and Cream Cheese Roulades
Cognac Duck Barquette
14.00

MENU FOUR
(Ten Pieces Per Person)

Jumbo Prawns on Ice with Cocktail Sauce
Oysters on the Half-Shell with Mignonette Sauce
Galantine of Chicken
Ham and Roquefort Cheese Roulades
Salami Canapés
Italian Sausage wth Assorted Mustards
Petite Steak Cognac
Quiche Lorraine
Chicken Liver Rumaki
Escargot en Croûte
28.00

Minimum of 25 Persons Per Selection.
For functions with less than 25 persons,
there will be a $75.00 setup charge.

Reception Classics

Prepared to order at the Buffet – Chef to Prepare at $100 Each

STEAK TARTAR
Fresh Gound Tenderloin of Beef with Capers and Onions
(Priced Per Pound) 35.00

SIDE OF SMOKED SALMON
With Toast Points and Cream Cheese
(45 Guests) 350.00

FRESH LOCAL NORTH BEACH PASTA
Four Types of Pasta Hanging from Wooden Pasta Trees
Cooked to Order with Homemade Pesto,
Clam Marinara and Milanaise Sauces
(100 Guests) 800.00

STIR-FRY SHRIMP
Ginger Garlic Shrimp Stir-Fried
with Oriental Vegetables in a Wok in the Room
(100 Guests/2 Pieces Each) 900.00

STIR-FRY
Hunan Beef and Broccoli
Kwon Chow Cashew Chicken
Stir-Fried in a Wok in the Room
(100 Guests) 700.00

FAJITAS
Grilled Marinated Flank Steak Sliced Thin
and Ready to be Rolled in Warm, Soft Flour Tortillas
with Guacamole, Salsa, Pico de Gallo,
Sour Cream and Cheddar Cheese
(100 Guests) 500.00

From the Carving Station at $100 Per Carver

WHOLE ROASTED TENDERLOIN
With Truffle Sauce and Silver Dollar Rolls
Pickles and Olives
(20 Guests) 275.00

ROASTED NEW YORK SIRLOIN
Served with Bordelaise Sauce
and Creamed Horseradish with Silver Dollar Rolls
(50 Guests) 290.00

STEAMSHIP ROUND OF BEEF
Au Jus with Silver Dollar Rolls
(150-200 Guests) 625.00

WHOLE BAKED HAM
Served on Small Rye Rolls with Honey Mustard
(25 Guests) 225.00

WHOLE ROAST SUCKLING PIG
Carved in the Room
(75 Guests) 300.00

ROAST TURKEY BREAST
Served on Silver Dollar Rolls
with Cranberry Sauce
(25 Guests) 125.00

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HYATT REGENCY SAN FRANCISCO
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THE FINE ART OF CATERING

Wine List

Champagnes and Sparkling Wines

No			Bottle
100	Hyatt Cuvée	Brut	20.00
105	Domaine Chandon	Blanc de Noir	33.00
110	Iron Horse	Brut	37.00
115	Schramsberg	Brut	37.00
120	Schramsberg	Cuvée De Pinot	33.00
125	Piper Sonoma	Brut	28.00
130	Piper Sonoma	Blanc De Noir	30.00
135	Korbel	Brut	23.00
140	Möet et Chandon	Dom Pérignon	140.00
145	Möet et Chandon	White Star Extra Dry	60.00
150	Piper Heidsieck	Rare	125.00
155	Piper Heidsieck	Extra Dry	60.00
160	Louis Roederer	Cristal	125.00
165	Perrier Jouet	Fleur de Champagne	130.00
170	Mumm's	Cordon Rouge	60.00
175	Mumm's	Extra Dry	50.00
180	Taittinger	Brut La Française	50.00
185	Taittinger	Blanc de Blanc	150.00
190	Bollinger	Grandé Année Rosé	95.00

White Wines of America

CHARDONNAY

200	William Hill	Napa Valley	28.00
205	Sonoma Cutrer	Sonoma County	33.00
210	Chateau Ste. Michelle	Washington State	18.00
215	Grgich Hills	Napa Valley	33.00
220	Freemark Abbey	Napa Valley	29.00
225	Trefethen	Napa Valley	25.00
230	Raymond	Napa Valley	19.00
235	Far Niente	Napa Valley	40.00
240	Cuvaison	Napa Valley	24.00
245	Jepson	Mendocino	23.00
250	Markham	Napa Valley	22.00
255	Burgess Cellars	Napa Valley	22.00
260	Robert Mondavi	Napa Valley	26.00
265	Chateau St. Jean	Sonoma Valley	22.00
270	Guenoc	Lake County	18.00
275	J. Patrick Dore	Santa Maria Valley	17.00

SAUVIGNON BLANC

300	Sterling	Napa Valley	18.00
305	Robert Mondavi	Napa Valley	19.00
310	Joseph Phelps	Napa Valley	18.00
315	Vichon Chevrignon	Napa Valley	19.00
320	Beaulieu	Napa Valley	19.00
325	Parducci	Mendocino	17.00
330	Callaway	Temecula	19.00

WHITE WINES OF AMERICA

CHENIN BLANC

No			Bottle
340	Robert Mondavi	Napa Valley	16.00
345	J. Lohr	Monterey	16.00
350	Callaway	Temecula	17.00
355	Hacienda	Sonoma	17.00

GEWURZTRAMINER

360	Sebastiani	Sonoma	18.00
365	Clos du Bois	Sonoma	17.00
370	Rutherford Hill	Napa Valley	18.00

BLUSH WINES

400	J. Lohr	Monterey	14.00
405	Sutter Home	California	16.00

JOHANNISBERG RIESLING

410	Jekel	Monterey	16.00
415	Chateau Ste. Michelle	Washington State	18.00
420	Firestone	Santa Ynez Valley	16.00
425	J. Lohr	Monterey County	16.00

RED WINES OF AMERICA

CABERNET SAUVIGNON

500	Chateau Ste. Michelle	Washington State	18.00
505	Cuvaison	Napa Valley	26.00
510	Chappellet	Napa Valley/1983	27.00
515	Chappellet	Napa Valley/1979 Reserve	45.00
520	Sterling	Napa Valley	27.00
525	Clos du Val	Napa Valley	29.00
530	Jordan	Sonoma	34.00
535	Markham	Napa Valley	33.00
540	Robert Mondavi	Napa Valley	26.00
545	Robert Mondavi	Napa Valley/1982 Reserve	60.00
550	Stag's Leap	Napa Valley	34.00
555	Burgess Cellars	Napa Valley	36.00



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Red Wines of America

Zinfandel

No			Bottle
560	Cuvaison	Napa Valley	19.00
565	Grgich Hills	Napa Valley	26.00
570	Ridge	Paso Robles	18.00

Pinot Noir

575	Robert Mondavi	Napa Valley	19.00
580	Chateau Bouchaine	Carneros	21.00
585	Eyrie, Reserve	Yamhill County, Oregon	29.00
590	Rex Hill	Willamette Valley, Oregon	19.00

Gamay Beaujolais

595	Beaulieu	Napa Valley	16.00

Red Wines of France

610	Bordeaux/Château Mouton Rothschild/Pauillac	130.00
620	Bordeaux/Château Margaux/Margaux	160.00
630	Bordeaux/Château Lafite-Rothschild/Pauillac	170.00
640	Bordeaux/Château La Tour Carnet/Haut-Médoc	40.00
650	Burgundy/Mercurey Domaine Saier	24.00
660	Burgundy/Corton, Marechaudes Prince de Merode	52.00
670	Beaujolais/Beaujolais-Villages/Jadot	14.00
680	Rhone/Châteauneuf-du-Pape/Beaucastel	39.00

White Wines of Germany

710	German White/Piesporter Goldtröpfchen	27.00

White Wines of France

720	Vouvray/La Doucette/Pouilly-Fume	20.00
730	Loire/Sancerre Chavignol Delaporte	31.00
740	White Burgundy/Pouilly-Fuissé/Domaine Lanyrie	42.00
750	White Burgundy/Meursault Domaine Matrot	41.00

THE FINE ART OF CATERING

Extra Items and Arrangements

BEVERAGES

All beverages must be purchased from the Hotel.

LABOR

Bar set-up and labor charge: $125.00 per bartender for three hours;
$45.00 per hour or fraction thereof for overtime.
All overtime charges will be added to account. Three hour charge waived
if revenue exceeds $350.00. Overtime charges are not waived.

HOSTED BAR (Company Pays)

Choice of assorted highballs and cocktails, prices as follows:
Service Charge and Sales Tax will be added to all beverages.
Charges will be on a per ounce poured, consumption basis.

Premium Brands	*3.50 per ounce*	Mineral Water	*2.50*
Top Shelf Brands	*4.00 per ounce*	Wine	*3.50*
Soft Drinks	*2.25*	Domestic Beer	*3.25*
		Imported Beer	*3.75*

NO HOST BARS

Cashier labor charge $75.00 to sell drink tickets as follows:
(Service Charge and Sales Tax included in ticket price.)

Premium Brands	*4.00 per drink*	Domestic Beer	*3.75*
Top Shelf Brands	*4.50 per drink*	Imported Beer	*4.00*
Mineral Water	*3.00*	Soft Drinks	*2.50*
		Wine	*3.75*

SELF-SERVICE BAR

For groups of 25 guests and smaller, self-service bar available.
All charges will be made on a per ounce poured, consumption basis
with Service Charge and Sales Tax added to account.
(See Hosted Bar charges.)

DECORATIONS

Floral Table Arrangements	*25.00 and up*	Piano Tuning	*75.00*
Sculptured Ice Carvings	*325.00 and up*	Stage Lighting	*15.00 each*
Upright Piano	*75.00*	Green Plants	*price available upon request*

Baby Grand Piano (Golden Gate Ballroom) . . . . . *price available upon request*

Additional decorations are available upon request.

All prices are subject to 15% service charge and applicable sales tax.

Labor Charges

BREAKFAST AND LUNCH

For a group smaller than twenty persons, a labor charge
of $50.00 will be added to the account.

RECEPTION AND DINNER

For a group smaller than fifteen persons, a labor charge
of $50.00 will be added to the account.

OVERTIME

Wait persons are scheduled for a three hour period. Any overtime will be
$25.00 per wait person, per hour or fraction thereof, added to the account.

CARVERS *100.00 each* *WINE STEWARDS* *100.00 each* *CHEFS* *100.00 each*

HOSTED AND NO HOST COAT CHECK ROOM SERVICE

Available upon request. Price based on party size.

ELECTRICIANS

Charge based on requirements.
Extensive power installations may require additional charges.

LOCKSMITH/SPECIAL KEYS

Cylinder changes for most Public Space Rooms are available
at $75.00 per cylinder, $5.00 key deposit, per key.

SIGN AND EASEL

Supplied at $15.00 per sign.

HOUSE TELEPHONES

Available at $75.00 for installation and $25.00 per day after installation.
Additionally, local office equipment rental is available upon request.

LEGAL PADS AND PENS

Available at $1.50 per person.

COPIES

Photocopy service is available at $.25 per copy.

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